

**PRIMARY FINANCE  
RECORDS ARE SUBJECT TO  
THE OPEN RECORDS ACT.**

## MARCH 12, 2002 PRIMARY ELECTION COST ESTIMATE

*(Must be filed with the Secretary of State no later than January 28, 2002, regardless of whether state funds are requested)*

**Special Note: The approval of this estimate is merely to advance funds for the primary. Final determination as to whether or not an item(s) is payable with primary funds will be determined upon receipt of actual expenses and the Final Cost Report.**

**PLEASE REFER TO THE 2002 PRIMARY ELECTION BOOKKEEPING GUIDE FOR COUNTY CHAIRS AND 2002 PRIMARY FINANCE RULES, TEXAS ADMINISTRATIVE CODE §§81.101 – 81.135\* AND 2002 JOINT PRIMARY FINANCE RULES, TEXAS ADMINISTRATIVE CODE §§81.145 - 81.156\*\*, WHEN COMPLETING THIS FORM**

County \_\_\_\_\_ Party \_\_\_\_\_

\_\_\_\_\_ County Chair

\_\_\_\_\_ Address

\_\_\_\_\_ City, State, Zip

Home No. \_\_\_\_\_ Business No. \_\_\_\_\_ Fax No. \_\_\_\_\_ Email Address \_\_\_\_\_

Other contact person (if any) \_\_\_\_\_ Contact person's phone number \_\_\_\_\_

Federal Employer's Identification Number ("EIN") \_\_\_\_\_

Texas Workforce Commission Acct. No. (if applicable) \_\_\_\_\_

### County Chair (Please check applicable boxes):

- ☐ Conducting a general primary election
- ☐ Conducting a joint primary election (required resolution attached - §172.126, Tex. Elec. Code)
- ☐ Contracting with County Clerk (required Election Services Contract attached - §31.092, Tex. Elec. Code)

### A. STATISTICAL INFORMATION FOR PRIMARY ONLY

1. Projected voter turnout countywide in your party's primary. (§81.117\* or §81.152\*\*) \_\_\_\_\_
2. Number of election day polling places to be used in primary. (excluding early voting sites) \_\_\_\_\_
3. Number of county designated election precincts. \_\_\_\_\_
4. Number of election day polling places shared with another party. \_\_\_\_\_
5. Number of public buildings used as election day polling places. \_\_\_\_\_
6. Number of early voting stations. \_\_\_\_\_
7. Voting system: ("A" early voting", "E" election day, if different)  
General Primary: Paper \_\_\_\_\_ Punch \_\_\_\_\_ Lever machine \_\_\_\_\_ Optical Scan \_\_\_\_\_ DRE/Touch Screen \_\_\_\_\_
8. Number of ballots ordered. (including early voting) \_\_\_\_\_
9. Number of election kits ordered. (excluding early voting) \_\_\_\_\_

**B. ESTIMATED COST OF PRIMARY ONLY**

	SOS Use Only Approved Amount	Estimated Amount Requested
1. Ballot printing costs	\$ _____	\$ _____
2. Electronic voting system programming and testing	\$ _____	\$ _____
3. Publication of electronic voting system notices	\$ _____	\$ _____
4. Election kits and other precinct supplies	\$ _____	\$ _____
5. Rental of voting equipment (§81.126* and §81.131*)		
a. Punch card voting devices _____ x rental rate of _____ = (max. \$5.00)	\$ _____	\$ _____
b. Voting machine (AVM/Shoup) _____ X rental rate of _____ = (max. \$16.00)	\$ _____	\$ _____
c. Optical Scan _____ X rental rate of _____ = (max. \$5.00)	\$ _____	\$ _____
d. DREs/Touch Screens _____ X rental rate of _____ = (max. \$5.00)	\$ _____	\$ _____
6. Transportation of voting equipment		
a. Punch card voting devices	\$ _____	\$ _____
b. Voting machines	\$ _____	\$ _____
c. Optical Scans	\$ _____	\$ _____
d. DREs/Touch Screens	\$ _____	\$ _____
e. Voting booths	\$ _____	\$ _____
7. Polling place rental (# of polling places rented _____)	\$ _____	\$ _____
8. Precinct election judges and clerks (§81.118* and 81.121* or §81.149**)		
_____ X \$ _____ X _____ number of precinct hourly rate (max. \$5.15) number of hours worked election judges and (max = 14 hrs) clerks	\$ _____	\$ _____
9. Election judges or clerks fee for pickup and delivery of supplies (§81.122* or §81.153**)		
_____ X \$ _____ number of election fee (max. \$15.00) judges or clerks that <u>did not</u> attend election school	\$ _____	\$ _____
_____ X \$ _____ number of election fee (max. \$25.00) judges or clerks that <u>did</u> attend election school	\$ _____	\$ _____
10. Early Voting Board personnel (§81.121*)		
_____ X \$ _____ X _____ number of workers hourly rate (max. \$5.15) number of hours worked (presiding judge and clerks)	\$ _____	\$ _____

	SOS Use Only Approved Amount	Estimated Amount Requested
11. Personnel for Central Counting Station (§81.121*)		
a. _____ X \$ _____ X _____ number of workers      hourly rate (max. \$5.15)      number of hours worked (presiding judge and clerks)	\$ _____	\$ _____
b. Manager and technical support personnel	\$ _____	\$ _____
12. County Election Services Contract Administrative Fee (§81.132*)	\$ _____	\$ _____
13. Miscellaneous election day costs (itemize)		
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
14. Total estimated cost of primary (Add lines B1-B13)	\$ _____	\$ _____

**C. ESTIMATED ADMINISTRATIVE COST FOR PRIMARY ONLY**

1. Office rent _____ through _____ (attachment required – §81.130*)	\$ _____	\$ _____
2. Office Personnel (attachment required – §81.124*)	\$ _____	\$ _____
3. Administrative Personnel Payroll Taxes	\$ _____	\$ _____
4. Telephone and utilities (§81.129*)	\$ _____	\$ _____
5. Furniture and equipment rental (§81.128*)	\$ _____	\$ _____
6. Office supplies (§81.128*)	\$ _____	\$ _____
7. Postage (§81.129*)	\$ _____	\$ _____
8. Legal Fees (§81.135)* —Prior written approval required -Payable on Final Cost Report)	\$ _____	\$ _____
9. Miscellaneous (itemize)		
a. _____	\$ _____	\$ _____
b. _____	\$ _____	\$ _____
c. _____	\$ _____	\$ _____
10. Total estimated administrative cost of primary. (Add lines C1-C9)	\$ _____	\$ _____

**D. TOTAL ESTIMATED PRIMARY COST**

(ADD LINES B14 AND C10)

\$ _____	\$ _____
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**E. FINANCING SOURCES**

1. Beginning balance (if any)(include funds retained from 2000 primary)	\$ _____	\$ _____
2. Filing fees received by County Chair from Candidates	\$ _____	\$ _____
3. Filing fees received from State Executive Committee	\$ _____	\$ _____
4. Contributions and miscellaneous	\$ _____	\$ _____

**Estimated  
Amount Requested**

## AUTHORIZATION FOR ISSUANCE OF WARRANT

**- DO NOT FILL OUT -**  
**TO BE COMPLETED BY SECRETARY OF STATE ONLY**

Total Estimated Primary Cost as Submitted \$ \_\_\_\_\_

Total Estimated Primary Cost as Approved by the Secretary of State \$ \_\_\_\_\_

Subtract Total Financing Sources \$ \_\_\_\_\_

Net Estimated Cost \$ \_\_\_\_\_

**APPROVED:** Authorization for issuance of Warrant for 75%  
of Net Estimated Cost of the Primary Election \$ \_\_\_\_\_

Secretary of State's Office: BY \_\_\_\_\_  
Election Funds Management Director Date

### AGENCY CERTIFICATION

I approve this voucher for payment. The above goods or services correspond in every particular with the contract under which they were purchased. The invoice for the goods or services is correct. This payment complies with the General Appropriations Act.

Approved for Payment \_\_\_\_\_  
Deputy Assistant Secretary for Election Date

**- NOTES -**  
**FOR SECRETARY OF STATE USE ONLY**